

**Minutes of the
Winnebago County Board of Health
Wednesday, December 22, 2021 at 5:00 p.m., Zoom Platform
Winnebago County Health Department**

Present: Ronald Gottschalk, Angie Goral, Dr. David Helland, Luci Hoover, Dr. Allen Williams, Robert McCreath, Jennifer Muraski. Dr. John Halversen joined at 5:57p.m.

Absent: Dr. Patricia Lewis, James Powers, Alderman Gabrielle Torina.

Staff Present: Dr. Sandra Martell, Katherine O’Toole, Cheryl Floyd, James Keeler, Cynthia Hall, Peter Lopatin, Todd Kisner, Rebecca Lyons, Todd Marshall.

Attorney: Lafakeria Vaughn

WCHD Support: Not present

Dr. Allen Williams called the meeting to order at 5:05 p.m.

1. Introduction of Guest/Public Participation:

2. Setting the Agenda:

Allen Williams entertained a motion to set the Wednesday, December 22, 2021 WCHD Board of Health meeting. Luci Hoover made the first motion; second motion made by Dr. David Helland. Unanimously approved. Motion carries.

3. Approval of BOH Minutes – November 16, 2021:

Dr. Allen Williams entertained a motion to approve the November 16, 2021 Board of Health meeting minutes. Robert McCreath made first motion; Dr. David Helland made second motion. Unanimously approved, motion carries.

4. Presentation

A. COVID-19 Data Update

Peter Lopatin provided an update on COVID-19 data for Winnebago County cases. He noted that the data reflects the recent increase in overall cases, shifts in the ages of recent cases and geography in where the increases are being reported.

B. Monoclonal Antibody Therapy

Dr. Sandra Martell and Rebecca Lyons provided an overview of the Monoclonal Antibody Therapy that WCHD has started to assist the area hospitals who are at capacity with the rising positivity rate. Monoclonal Antibody Therapy is focusing on individuals who have tested positive within 10 days of the positive test or symptom onset to consider treatment to prevent the progression to a severe enough illness requiring

hospitalization. Monoclonal Antibody Clinic will be running six days a week and treating up to twenty-one clients a day starting December 22, 2021 through mid-January.

5. President's Report: None

A. Nominating Committee – Election of Officers

Luci Hoover provided the Nominating Committees slate of election of officers:

- President Robert McCreath
- Vice President Luci Hoover and Dr. Patricia Lewis
- Secretary Jennifer Muraski

Dr. Allen Williams made a motion to approve; Dr. David Helland made second motion. Unanimously approved, motion carries.

6. Committee Reports:

a) Executive Committee – None.

b) Finance Committee

1) Financial Statements

a. Resolution of Expenditures – November 2021

James Keeler reported the health fund expenditure for November 2021 is \$749,810.85. Ron Gottschalk moved to approve the November 2021 health fund expenditure of \$749,810.85. Luci Hoover seconded. Unanimously approved, motion carries.

b. Statement of Fund Balance

James Keeler reported that the Statement of Fund Balance beginning balance November 30, 2021 is \$10,107,836.62. Revenues YTD is \$1,640,884.86. Disbursements YTD is \$1,619,243.11. Ending balance is \$10,129,478.37. No irregularities were noted.

c. Financial Review

James Keeler indicated that this is 2nd month of Winnebago County's Fiscal Year 2022 and it is the 5th month of the State of Illinois Fiscal Year 2022. Revenue YTD Budgeted \$1,813,280.50, Actual was \$1,640,884.86 with a variance of \$172,396. Expenses YTD Budgeted \$1,796,574.67, Actual & Encumbered was \$1,619,243.11 with a variance of \$177,332. No irregularities were noted.

d. Balance Sheet

James Keeler provided an overview of the November 2021 Balance Sheet. Assets for \$10,817,831.18, Liabilities is (\$688,352.81) and the fund balance of (\$10,817,831.18). No irregularities were noted.

e. Bank Reconciliations

Dr. John Halversen provided the September 2021 ending balances for the following:

General Account	\$602,141.59
Lead Account	\$74,046.79
Abandoned Properties	\$5,000.00
E-Pay	\$388,627.28

No irregularities were noted.

f. Revenue and Expenditure Reports

James Keeler provided an overview of Revenue and Expenditures for November 2021. No irregularities were noted.

g. Public Health Emergency Reserve Minimum Graph

The Public Health Emergency Reserve Minimum Graph reviewed and the reserve amount is above the minimum established by the Board of Health.

h. Accounts Receivable

James Keeler provided an overview of November 2021 Accounts Receivables. No irregularities were noted.

FY2021 Accounts Receivable Total Due from Grantors	\$2,294,320.71
Population Vaccination Program	\$(198,543.31)
Other Deferred Revenue	\$(198,543.31)

2) Major Expenditure

James Keeler provided a brief overview of each major expenditure items a-e. Board of Health members discussed major expenditures a-e was and was approved unanimously. Motion carries.

Item	Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
3.a	IDPH	IDPH fee for Electronic Filing of Death Certificates for November 2021	\$ 9,700.00	Robert McCreath / Luci Hoover	All voted in favor, motion carries
3.b	Northern Illinois Public Health Consortium (NIPHC)	2022 NIPHC Membership Dues	\$ 5,000.00	Ron Gottschalk / Dr. David Helland	All voted in favor, motion carries
3.c	UIC College of Medicine	Medical Health Officer (CN-00040028) / Dr. Thomas Schillerr / Amendment #2	\$ 7,800.00	Ron Gottschalk / Dr. David Helland	All voted in favor, motion carries
3.d	Winnebago County SWCD	Soil Borings	\$ 3,250.00	Ron Gottschalk / Luci Hoover	All voted in favor, motion carries
3.e	Rockford Regional Health Council (RRHC)	2022 Membership Dues	\$ 7,250.00	Ron Gottschalk / Dr. David Helland	All voted in favor, motion carries

3) Proposed Contracts and Agreements

James Keeler provided a brief overview of each proposed contracts/agreements items a-b. Board of Health members discussed proposed contracts/agreement a-b and was approved unanimously. Motion carries.

Item	Vendor/Contractor	Services/Item	Amount	Total Motion/Seconded	Approved
4.a	IDPH	Intergovernmental Agreement for the Death Certificate Surcharge Fund	N/A	Ron Gottschalk / Luci Hoover	All voted in favor, motion carries
4.b	Galapagos Rockford Charter School	Substance Use Youth Prevention Programming "Too Good for Drugs"	\$ -	Ron Gottschalk / Dr. David Helland	All voted in favor, motion carries

c) Policy Committee - None

d) Personnel Committee

Public Health Administrator Review was laid over to January 2022 meeting.

e) Quality Improvement Committee – No meeting

7. NEW BUSINESS / OTHER MATTERS:

Board of Health Committees

Jennifer Muraski asked if a decision has been made on the Committee she will be serving on. Luci Hoover indicated Jennifer Muraski Committee assignment would be the Policy Committee and Personnel Committee.
Dr. John Halversen indicated that Dr. Allen Williams is Chair the Finance Committee for 2022.

8. CORRESPONDENCE AND INFORMATION:

Dr. Sandra Martell and Todd Kisner provided an overview regarding the State of Illinois Contract Tracing Programming new process. It's going to be a change in what we've been typically doing but it makes sense in the long run to concentrate on those schools and long term care facilities, where we can have the greatest impact and preventing further spread and containment.


9. ADDITIONS: - None

10. Executive Closed Session: - None

11. ADJOURNMENT:

With no other business, Dr. Allen Williams entertained a motion to adjourn the December 22, 2021 BOH meeting. Ron Gottschalk made first motion; Robert McCreath made second motion. Unanimously approved, motion carries. Meeting adjourned at 6:01p.m.

Approved by the Board of Health



Interim Secretary, Dr. Patricia Lewis
Winnebago County Board of Health

01/18/2022

Date